

**City of East Providence Budget Commission  
City Hall  
145 Taunton Avenue  
East Providence, RI 02914  
(401) 435-7500  
Meeting Minutes November 29, 2012  
3:00 PM  
Room 306, City Hall**

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**Working Session 3:00 PM  
Meeting Minutes November 29, 2012  
Room 306, City Hall**

Members: Diane Brennan – present  
Michael O’Keefe – present  
Stephen Bannon – present  
Peter Graczykowski, City Manager – present  
Mayor Bruce Rogers – present

Other Attendees: Robert Eaton, Budget Commission Fiscal Advisor  
Heather Martino, Interim Human Resource Director  
John Cimino, Interim Finance Director  
John DeGoes, Interim Superintendent  
Members of the Public

The meeting commenced at 3:06 PM.

The Commission took up item #3, the decision was made to wait until Superintendent DeGoes arrived.

The Commission took up item #4 MOK motioned to not approve. Budget Commission voted to not approve item.

The Commission took up item #5, the decision was made to until the City Assessor Steve Hazard arrived.

The Commission took up item #6 and the Water Fund was approved.

The Commission took up item #2 regarding Cash Flow.

Jay Ryan is on his way if this can be held until then. This is agreed upon.

Mr. O’Keefe inquired whether Jay Ryan from Webster Bank was fine with the \$10 million.

Director Moore stated that Webster Bank is looking to do all \$25 million.

Mr. O’Keefe asked if the Commission would need two resolutions or one.

Chairwoman Brennan stated that the Commission will pass one at a time.

Mr. O'Keefe stated the Commission can pass a verbal resolution that cannot take effect until the formal resolution is drafted.

Mr. O'Keefe made a motion to adopt the line of credit/TANS subject to a second approval at the next meeting.

Mayor Rogers seconded the motion.

The motion was approved.

The Commission took up item #3.

Val Lawson spoke asking if there were no certified teachers which applied for this which are qualified.

There were none.

Mayor Rogers asked if this had come before the School Committee already.

The Superintendent stated no it had not due to the timing it will go before them after this.

Mr. O'Keefe made a motion to approve the appointments as presented by the Superintendent.

Mr. Bannon seconded the motion.

The motion was approved.

The Commission took up the item of Curriculum Coordinator.

A motion is made by City Manager Graczykowski to approve this position.

Mr. Bannon seconded the motion.

The motion is approved.

The Commission took up item #5 to reverse the City Council moratorium on Homestead letters.

City Manager Graczykowski stated that he requested this item for two reasons the question of the Council reversing the Budget Commission which is not allowed by the legislation creation of the Budget Commission and the Council's feeling that due process has been violated, which the City Manager stated it has not.

Mr. O'Keefe stated there were a few problems; first the people were never notified, second the proof is incorrect, utilizing tax returns and social security is too much information for people to have to give out, third the burden of proof is too heavy. If you want to change this process that is fine, such as utility bills etc...

City Manager Graczykowski said he also shared these concerns.

Director Moore and Assessor Hazard are present and explain the process.

Director Moore stated that they mailed out 11,000 letters and have 85% in and therefore the City is down to less than 2,000.

Mr. O'Keefe asked who was doing the mailing and what is the process if someone doesn't receive the letter.

City Manager Graczykowski stated the City will be sending out certified mail to those who did not receive, mailed ourselves so there are no mistakes.

Mr. O'Keefe asked how hard it would be to just add the utility bill as an option. The City could run your homestead list through taxation because they are already doing letters. That cost nothing and relieves some of the burden.

City Manager Graczykowski stated he would bring back an update to the Commission.

Mr. O'Keefe stated yes he would like an update brought back regarding the process.

City Manager Graczykowski stated he would bring this back at the December 13th meeting.

The Commission took up item #2.

Jay Ryan from Webster Bank is present. Mr. Ryan stated he has been working with the City since last year and that he did TANS and Water Notes for East Providence last year. The outlook has improved the City is off the credit watch.

A discussion and questions are presented including getting the number as low as possible perhaps \$20,000,000 instead of \$25,000,000. Mr. Ryan was thanked for stepping up last year and this year to work with the City.

City payments under \$25,000 approved.

City payments over \$25,000 approved.

School payments under \$25,000 approved.

School payments over \$25,000 approved.

DiParma Page 82 Rental of Facility only no food.

Mr. O'Keefe stated that the City needs to change for next year either run separate checks, two bills or a transfer or don't it's confusing in the budget. It is not consistent through everything which is what Mayor Roger's had mentioned. The process should be consistent.

Page 87 Mayor Rogers asked about the \$10,000 to Attorney Kinder and asked if the City is now done paying for Mr. Kinder's service.

Superintendent DeGoes stated they are not still using his services they are not sure however if this is the final payment as the litigation is still active.

The Commission decided the following:

7a - Hold

7b - Approved

7c - Approved

7d - Approved

7f - Approved

7g - Approved, Mr. O'Keefe added the question as to will it get done to which City Manager Graczykowski would like to open the RFP to other communities to make it regional in the future, for example Pawtucket has an interest. Mr. O'Keefe stated it needs strong language to get it going.

7h - Include this as an amendment to the RFP, a line item in Legal Services RFP.

7i - Approved, Mr. O'Keefe asked about the fund source and insurance and the City Manager provided information on this.

8 - Approval, assistance for the ADA Grant.

Superintendent DeGoes stated the resignation of the Curriculum Coordinator was significant and it is critical to fill with quality person.

10 - Acknowledged the City Council Minutes

11 - Approved the Budget Commission Minutes

12 - Chairwoman Brennan publically thanked Mayor Rogers for his service on the Commission.

13 - Motion to adjourn is made by City Manager Graczykowski, Mayor Rogers seconded the motion. The motion was approved.

The Budget Commission will reassemble for a meeting with the newly elected Council and School Committee at 5:00 PM.

The meeting adjourned at 4:16 PM.

Approved by the East Providence Budget Commission December 13, 2012.

EPBC/kc